

Accommodations Tax Reporting Form

Side A

Name of Government:		Contact Person:		Phone #:	
Summary of Total Accommodations Tax Funding:					
Allocation of Fiscal Year Revenues	Total Accommodations Tax Revenue for Fiscal Year Ending: _____	1	\$		
	First \$25,000 to the General Fund:	2	\$	(25,000.00)	
	Balance:	3	\$	(Line 1 minus line 2)	
	5% of Balance to General Fund:	4	\$		
	30% of Balance to Special Fund: Advertising and Promotion:	5	\$		
	Remaining 65% to Special Fund: Tourism Related Expenditures:	6	\$	(Line 3 minus lines 4 & 5)	
Reconciliation of 65% Fund	65% Funds Carried Forward from Prior Year:	7	\$		
	Interest Earned:	8	\$		
	Expenditures (Total Disbursed as Reported on Side B):	9	\$		
	Balance Carried Forward to Following Year:	10	\$	(Line 6 plus lines 7 & 8 minus line 9)	
30% Advertising and Promotion Special Fund:					
Organization(s) Designated to Receive Special Fund				Amount	
				\$	
Total:				\$	

I attest this report is a true account of the disbursement of all Accommodations Tax revenues received during the period indicated.

Signature

Title

Date

Please turn page

In order to give detailed information on how the project promotes and attracts tourists, this form can be emailed to you. However, please return to the Committee via mail.

65% Tourism-Related Expenditures Special Fund:						
All organizations making application to the local Accommodations Tax Advisory Committee must be reported whether funding was approved or not. Please duplicate this form as necessary.			Amount Requested by Organization	Amount Recommended by Advisory Committee	Amount Approved** by Local Government	Amount Disbursed by Local Government
Organization Name	Category	Project Name/Description*				
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
			\$	\$	\$	\$
TOTALS			\$	\$	\$	\$

*Project Name/Description should address the specific use of requested funds. Please also specify how the project/event attracts and promotes tourists. (SEE EXAMPLE). A summary of the organization's request may also be attached.

** Amount Approved must be based exclusively on the estimated percentage of costs directly attributed to attracting or serving tourists.

Project Categories - All must attract or provide for tourists.	
1 - Destination Advertising/Promotion	4 - Tourism-Related Public Services
2 - Tourism-Related Events	5 - Tourist Public Transportation
3 - Tourism-Related Facilities	6 - Waterfront Erosion/Control/Repair
	7 - Operation of Visitor Information Centers

Return to: Accommodations Tax Expenditure Review Committee, PO Box 125, Columbia, SC 29214-0120